

Program A: Administrative

Program Authorization: Louisiana Constitution, Article IV, Section 9; R.S. 36:761, 764

Program Description

The mission of the Administrative Program is to provide the leadership, support, and oversight necessary to be responsible for and manage, direct, and ensure the effective and efficient operation of the programs within the Department of the Treasury, Office of State Treasurer, to the benefit of the public's interest.

The goals of the Administrative Program are:

1. To effectively manage through policy development, communication, and dissemination of information, the provision of legal services and support, and the overall coordination of all programs in the Department of Treasury, Office of State Treasurer.
2. To promote sound cash management programs which benefit the taxpayers of the State of Louisiana.

RESOURCE ALLOCATION FOR THE PROGRAM

	ACTUAL 2000-2001	ACT 12 2001-2002	EXISTING 2001-2002	CONTINUATION 2002-2003	RECOMMENDED 2002-2003	RECOMMENDED OVER/(UNDER) EXISTING
MEANS OF FINANCING:						
STATE GENERAL FUND (Direct)	\$353,907	\$431,116	\$431,116	\$514,988	\$364,193	(\$66,923)
STATE GENERAL FUND BY:						
Interagency Transfers	7,253	8,639	8,639	8,639	8,639	0
Fees & Self-gen. Revenues	1,544,331	1,556,823	1,556,823	1,531,166	1,697,878	141,055
Statutory Dedications	0	4,000,000	4,000,000	4,008,143	4,000,000	0
Interim Emergency Board	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0
TOTAL MEANS OF FINANCING	\$1,905,491	\$5,996,578	\$5,996,578	\$6,062,936	\$6,070,710	\$74,132
EXPENDITURES & REQUEST:						
Salaries	\$925,866	\$977,162	\$977,162	\$1,002,464	\$960,994	(\$16,168)
Other Compensation	196,830	119,468	119,468	119,468	119,468	0
Related Benefits	161,949	166,087	166,087	198,416	170,954	4,867
Total Operating Expenses	451,820	381,321	381,321	368,273	421,062	39,741
Professional Services	95,635	131,513	131,513	131,513	266,513	135,000
Total Other Charges	8,879	4,061,155	4,061,155	4,095,236	4,102,144	40,989
Total Acq. & Major Repairs	64,512	159,872	159,872	147,566	29,575	(130,297)
TOTAL EXPENDITURES AND REQUEST	\$1,905,491	\$5,996,578	\$5,996,578	\$6,062,936	\$6,070,710	\$74,132
AUTHORIZED FULL-TIME						
EQUIVALENTS: Classified	17	18	18	18	18	0
Unclassified	4	4	4	4	4	0
TOTAL	21	22	22	22	22	0

SOURCE OF FUNDING

This program is funded with State General Fund, Interagency Transfers, Fees and Self-generated Revenues and Statutory Dedications. Interagency Transfers are funded by fees collected from agencies that receive central depository banking services provided by the Treasurer. Fees and Self-generated Revenues are funded by State Bond Commission fees collected for review of the issuance of debt by private and public entities, Securities Lending Program fees received from investment income on certain debt obligations of the Federal Government, and Unclaimed Property fees collected pursuant to that function. Statutory Dedications are funded by the Incentive Fund by transfers from the General Fund and by the Deficit Elimination Fund by transfers from the General Fund.

	ACTUAL	ACT 12	EXISTING	CONTINUATION	RECOMMENDED	RECOMMENDED
	2000-2001	2001-2002	2001-2002	2002-2003	2002-2003	OVER/(UNDER)
						EXISTING
Incentive Fund	\$0	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$0
Deficit Elimination Fund	\$0	\$0	\$0	\$8,143	\$0	\$0

MAJOR FINANCIAL CHANGES

GENERAL FUND	TOTAL	T.O.	DESCRIPTION
\$431,116	\$5,996,578	22	ACT 12 FISCAL YEAR 2001-2002
			BA-7 TRANSACTIONS:
\$0	\$0	0	None
\$431,116	\$5,996,578	22	EXISTING OPERATING BUDGET - December 20, 2001
\$0	\$12,320	0	Annualization of FY 2001-2002 Classified State Employees Merit Increase
\$0	\$5,379	0	Classified State Employees Merit Increases for FY 2002-2003
\$4,703	\$11,756	0	Risk Management Adjustment
\$0	\$29,575	0	Acquisitions & Major Repairs
\$0	(\$159,872)	0	Non-Recurring Acquisitions & Major Repairs
\$1,651	\$1,651	0	UPS Fees
\$0	\$6,174	0	Salary Base Adjustment
(\$40,041)	(\$40,041)	0	Attrition Adjustment
(\$13,337)	\$0	0	Means of Finance swap due to agencies' realignment of recommended positions among programs
\$0	\$135,000	0	New and Expanded Adjustments - Imaging of unclaimed property records
(\$14,800)	(\$14,800)	0	Other Adjustments - Reduction in travel by 50%
(\$5,099)	(\$5,099)	0	Civil Service Fee Adjustment
\$0	\$12,007	0	Capitol Park Security Adjustment
\$0	\$80,082	0	To meet the payment of the lease obligation
\$364,193	\$6,070,710	22	TOTAL RECOMMENDED
(\$340,784)	(\$340,784)	(6)	LESS GOVERNOR'S SUPPLEMENTARY RECOMMENDATIONS
\$23,409	\$5,729,926	16	BASE EXECUTIVE BUDGET FISCAL YEAR 2002-2003
			SUPPLEMENTARY RECOMMENDATIONS CONTINGENT UPON RENEWAL OF THE SUSPENSION OF EXEMPTIONS TO THE 1% SALES TAX BASE:
\$340,784	\$340,784	6	Administrative Program less the Constitutionally mandated position for the State Treasurer - 6% of program cost

MAJOR FINANCIAL CHANGES

GENERAL FUND	TOTAL	T.O.	DESCRIPTION
\$340,784	\$340,784	6	TOTAL SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE
\$364,193	\$6,070,710	22	GRAND TOTAL RECOMMENDED

PROFESSIONAL SERVICES

\$135,000	Imaging of permanent records
\$100,393	Legal services
\$31,120	Computer Network
\$266,513	TOTAL PROFESSIONAL SERVICES

OTHER CHARGES

\$4,000,000 Incentives per R.S. 39:87.5: expenditures from the fund are approved by the Joint Legislative Committee on the Budget and submitted to Treasury for disbursement from the fund.

\$4,000,000 SUB-TOTAL OTHER CHARGES

Interagency Transfers:

\$102,144 Payments for Legislative Auditor, Risk Management, Capitol Park Security and Uniform Payroll System

\$102,144 SUB-TOTAL INTERAGENCY TRANSFERS

\$4,102,144 TOTAL OTHER CHARGES

ACQUISITIONS AND MAJOR REPAIRS

\$29,575 Computer software - Microsoft upgrades for Administrative program

\$29,575 TOTAL ACQUISITIONS AND MAJOR REPAIRS